

LAND USE REVIEW APPLICATION PROCESS

COUNTY OF SAN BERNARDINO



County Government Center
385 North Arrowhead Avenue
San Bernardino, CA 92415

Area Code (909)

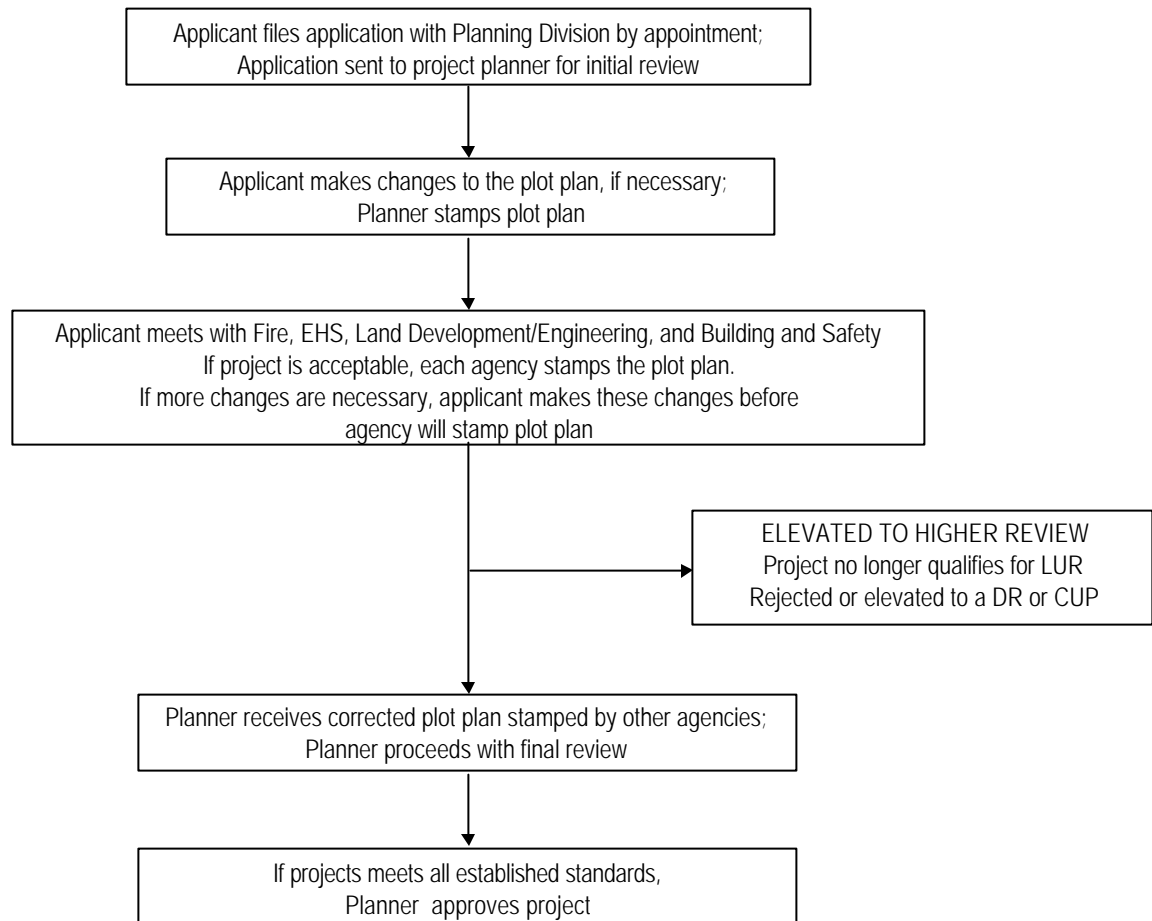
Planning Division.....387-4131
Public Service Counter Information..387-8311
Building & Safety Division387-4244
Environmental Health Services
Land Use Division.....387-4666
Fire Department.....386-8400
Public Works Department
Land Development/Engineering
Roads Section.....387-8218
Drainage Section387-8218
Surveyor Division
Final Map Section387-8148

North Desert Office
15505 Civic Drive
Victorville, CA 92392

Area Code (760)

Building & Safety Division241-7691
Land/Development Engineering243-8183
Planning Division.....243-8245

LAND USE REVIEW



WHAT IS THE LAND USE REVIEW (LUR)?

The LUR is a less formal review process by which the County controls the location and operation of certain types of land uses. New, small scale commercial, industrial and institutional construction, as well as alteration or expansion of existing uses, that comply with all development standards of the County Development Code or the Administrative Design Guideline as adopted by the County Board of Supervisors may qualify.

WHEN IS THE LUR USED?

The County Development Code outlines the types of projects subject to an LUR in each of the various land use districts. Typically, they include smaller projects (less than 10,000 sq. ft. or fewer than 20 employees) that are included within the permitted land use classifications for each land use district.

WHAT IS INVOLVED IN THE LUR PROCESS?

Applicants must submit the LUR application, to include a plot plan drawn on a standardized vellum purchased from the Planning Division, to the Planning Division by appointment only. After an initial review by the project planner who will stamp the plot plan with the "Initial Review" stamp, applicants must meet with members of the County Fire Department, Environmental Health Services Division, Land Development/ Engineering Division, Building and Safety Division, and, in some cases, the sphere of influence city. If the project is acceptable to each of these agencies, each one will stamp the vellum indicating that agency's approval. Applicants should then return the vellum and the appropriate copies to the project planner for final review. If the project meets all established standards, it will be approved. If it does not meet all standards, it may be elevated to a Department Review (DR) or a Conditional Use Permit (CUP).

HOW MIGHT THE LUR BE ELEVATED TO THE DEPARTMENT REVIEW OR THE CONDITIONAL USE PERMIT REVIEW PROCESS?

For a project to be approved through a LUR, the Planning Division must confirm that the proposal satisfies the LUR findings for approval. These findings are established by ordinance and stated in the County Development Code. The project must meet all applicable development standards. Support services, such as sewer, water, roads, etc., must exist or be available. The project must comply with the County General Plan and/or any applicable Specific Plan. The project must not endanger the environment nor be controversial. If the project does not meet these requirements, it will be elevated to a more formal review process, such as the DR or CUP.

HOW LONG DOES IT TAKE TO PROCESS AN LUR?

The LUR is a simple, speedy review process. However, some projects which seem simple can be complex, so the overall processing time will depend upon the project itself and on the applicant securing approvals from other County departments. Generally, action on most projects will be taken within one month of application acceptance.

WHAT CAN I DO TO SIMPLIFY THE REVIEW PROCESS?

You can simplify the LUR process by carefully *reading* and completing the application package, discussing the project with County personnel *before* submitting the application, and respond-ing *promptly* to all requirements.

WHO CAN I GO TO FOR HELP?

Phone numbers for various County departments are listed on the front of this brochure. Contact those departments which can be of help in answering project related questions.

For general information and assistance, contact the planner at the Public Information Counter located on the first floor of the County Government Center or at the Planning Division Office in Victorville.

For an appointment to file the application, contact the Planning Division Land Use Technician located on the third floor of the County Government Center at (909) 387-4131.

For project-specific questions after the application has been accepted, contact the planner assigned to the project.

WHAT ARE THE COSTS OF THE LUR?

The LUR Planning application fee is \$840.00. Applicants should check with other County departments about additional review fees which may be required.